EDMONDS COLLEGE

20000 68th Avenue W, Lynnwood, WA 98036

Application for Residency for Tuition Purposes

DOP
Initials

For this application to be considered complete it must include the following:

1. This 4-page form with all applicable fields filled out
2. The following Supplemental Documents must also be attached:
   A. Your domicile documents for 12 months prior to the quarter in which you are applying
   B. Your state ID (see page 4 for required/supplemental documents)
   C. Two additional pieces of approved evidence to support your residency, such as a bank statement, utility bill, cell phone bill, vehicle registration form, and/or voter registration card.

More information on the residency application process can be found on our residency webpage.

First Name _____	Last Name _____
Email Address* _____	
ctcLink ID ☐☐☐☐☐☐☐☐☐☐	Office Notes:
Phone # _____	
Check One ☐ Dependent Student ☐ Independent Student**	
In 2-4 sentences, please indicate your purpose for relocating to WA state.*** _____	

Please double-check your application for completion below

- ☐ Application for Residency (this 4-page form)
- ☐ Domicile Documentation (12 months)
- ☐ State ID
- ☐ Supporting Document 1 (see page 4)
- ☐ Supporting Document 2 (see page 4)

Approved/Declined:

*Applicants will be notified via the email provided regarding the status of your application. This includes requests for additional information and final determination of residency.

**If you are filing as an independent student and are 24 years old or younger, a copy of the first page of your parent's tax return is required

***Applications indicating "education" as the intention for relocation *will not* be processed.

Files are processed in a priority manner and then in the order received.

Please allow 2 weeks before checking on the status of your application.

Complete processing takes between 2-6 weeks.

Complete residency applications are accepted via email at **residency@edmonds.edu**, or in person at Enrollment Services.

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20000 68th Avenue West / Lynnwood, WA 98036

Directions: Please print clearly and answer each question. Incomplete or illegible forms cannot be considered and will be returned. Falsification or intentionally erroneous information is subject to perjury under the laws of the State of Washington, RCW 9A.72.085. All information will be kept confidential in accordance with the Family Educational Rights and Privacy Act of 1974.
Once a domicile is established in Washington, it must continue for one year before you are eligible for resident tuition.

SECTION 1

1. Current Address (Street, City State, Zip) _____

2. Birth City, State, Country _____ Birth Date _____ Age _____

3. Last high school attended _____ State _____ Year Graduated _____

4. Quarter Applying for (choose one): ☐ **Summer** ☐ **Fall** ☐ **Winter** ☐ **Spring** Year: 20____

Residency Application must be turned in by the 30th day of the quarter applying for.

FOR OFFICE USE ONLY

Type

Status ☐ DEP ☐ INDEP

Today's Date _____

Effective Date _____

☐ **Resident** ☐ **Non-Resident**

_____

Residence Classification Officer

5. Do any of the following United States statuses apply to you? ☐ **Yes** ☐ **No**

- U.S. Citizen
- U.S. Permanent Resident
- Parolee
- Cuban-Haitian Entrant
- Refugee
- Asylee
- Conditional Entrant
- Work Authorization

6. Were you an international student? ☐ **Yes** ☐ **No** **If yes**, Edmonds College reserves the right to request additional documentation regarding immigration or citizenship status if needed

7. Are you getting financial assistance from another state? ☐ **Yes** ☐ **No** **If yes**, indicate state, agency, type of assistance, disbursement dates, etc. _____

SECTION 2

1. Are you applying for resident status **as a dependent student** whose parent or court-appointed legal guardian has maintained a bona fide domicile in the State of Washington for at least one year? ☐ **Yes** ☐ **No**

If yes, your parent or legal guardian must complete SECTION 3 of this form, providing proof of his/her Washington domicile and all requested supporting documentation. Verification of your dependent status must be documented by submitting a true and correct copy of your parent's or legal guardian's state and federal income tax return for the most recent tax year. The extent of the disclosure required concerning the parent's or legal guardian's state and federal tax returns is limited to the listing of dependents claimed and the signature of the taxpayer and shall not require disclosure of financial information contained in the returns.

2. Are you applying for resident status **as a financially independent** student? ☐ **Yes** ☐ **No**

If yes, you must complete Section 3 of this form and provide all requested supporting documentation.

2a. ***Student's Sworn Statement:***

I have not been and will not be claimed as an exemption for federal Income tax purposes by any person except myself or my spouse for the current calendar year and for the calendar year immediately prior to the year in which this application is made; and I have not received and will not receive financial assistance in cash or in kind of an amount equal to or greater than that which would qualify me to be claimed as an exemption for income tax purposes by any person except myself or my spouse during the current year and for the calendar year immediately prior to the year in which this application is made.

Signature _____ Date _____

2b. ***To further substantiate your financial Independence, you are required to submit appropriate documentation.***

☐ A true and correct **copy of your state and federal income tax return** for the calendar year immediately prior to the year in which this application is made. If you did not file a state or federal income tax return because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income must be submitted.

☐ A true and correct **copy of your W2** form filed for the previous calendar year.

☐ Other **documented financial resources**. Such other resources may include but are not limited to, the sale of personal or real property, trust fund, state or financial assistance, gifts, or earnings of the spouse of a married student.

☐ **If you are 24 or younger**, provide a true and correct copy of the first and signature page of the state and federal tax return of your parents, legally appointed guardians, or person or persons who have legal custody of you for the calendar year immediately prior to the year in which this application is made. The extent of the disclosure required concerning the parent's or legal guardian's state and federal tax returns is limited to the listing of dependents claimed and the signature of the taxpayer and shall not require disclosure of financial information contained in the returns.

Directions: Do not leave any questions blank. No decision can be made unless all questions are completed and all required documentation is submitted.

SECTION 3

1. Section 3 is being completed and signed by: ☐ **Parent** ☐ **Legal Guardian** ☐ **Student**	Date of your arrival in Washington: Month _____ Day _____ Year _____

2. List chronologically your employment and physical residence for the last two years giving exact information as requested below. If you were not employed, list your physical residence for the last two years. Attach additional page if necessary.

EMPLOYMENT START DATE	EMPLOYMENT END DATE	LOCATION (City & State)	OCCUPATION (Employer & Hours Per Week)	HOME ADDRESS (Street, City, State)

Note: You must provide proof of your physical presence in Washington the past 12 months (e.g., copies of rent receipts, lease or home purchase agreements, cancelled rent checks, letter from landlord, letter from employer, etc.).

3. If you were out of Washington during the last 12 months, give dates, and reasons for your absence:

ABSENCE START DATE	ABSENCE END DATE	LOCATION (City & State)	PURPOSE OF ABSENCE

4. Have you ever registered to vote? ☐ **Yes** ☐ **No**	***If yes, attach a copy of your current voter's card and list date, city, and state for your last two registrations.***	Date _____ City _____ State _____ Date Voted _____ Date _____ City _____ State _____ Date Voted _____	
5. Do you own or use any motor vehicles, RVs, boats or mobile homes? ☐ **Yes** ☐ **No**	**If yes,** give type of vehicle, license number, state and dates of registry. ***You must attach a copy of vehicle registration (not the title).***	Type of vehicle _____ License Number _____ State _____ Date of Registry _____ Type of vehicle _____ License Number _____ State _____ Date of Registry _____	
6. Do you have a valid driver's license? ☐ **Yes** ☐ **No**	***If yes, you must attach a copy of your current driver's license.***	**If yes,** in what state: _____	When did you first obtain a driver's license in that state? Date _____
	Previous driver's license? ☐ **Yes** ☐ **No**	**If yes,** in what state: _____	When did you first obtain a driver's license in that state? Date _____
7. Do you have a bank account? ☐ **Yes** ☐ **No**	***If yes, please attach documentation of date you opened account.***	**If yes,** since what date: _____	Name of Bank _____ Branch _____ City _____ State _____

Additional Comments:

STATEMENT OF INTENT

I certify that I have declared Washington as my true, fixed, and permanent place of habitation.

CERTIFICATION

I certify under penalty of perjury under the laws of the State of Washington, RCW 9A.72.085 that the foregoing and all supporting documentation are true and correct.

Signature of Parent (*if completing SECTION 3*) _____

Date _____

Parent Address (Street, City, State) _____

_____

Signature of Student _____

Date _____

EDMONDS COLLEGE

Residency for Tuition Purposes- Required and Supplemental Documents

Students who were classified as non-residents at the time of their admission may be eligible to establish residency for tuition purposes. To qualify, students must be able to document their "intent" to establish Washington as their permanent domicile (residence) at least 12 months prior to the start of the quarter for which they are applying.

FINANCIALLY INDEPENDENT STUDENTS

Submit all required documents and two additional supporting documents

Financially independent student: You have not and will not be claimed as a dependent on anyone's federal income tax return and have not and will not receive significant financial assistance in any form directly or indirectly from parents, relatives, legal guardians, or others for the current calendar year and for the calendar year immediately prior to the year in which residency application is made. Spouses do not qualify as "dependents" for residency purposes. If you are 24 or younger and consider yourself financially independent you must provide a copy of the first and signature page of your parent or legal guardian's federal income tax return. See section 2b of the Residency Questionnaire for details.

Required	☐ Completed **residency application and residence questionnaire.**
Supplemental (Required if under 25)	☐ **Income tax return** for the previous calendar year. If you did not file an income tax return or if the income reported on the return is below $7,000 provide documentation of your financial resources (Trust fund, state or financial assistance, gifts, spouse's earnings, sale of personal or real property, financial aid, scholarships).
Required	☐ **Domicile documentation (required):** proof of your presence in Washington for the past 12 months (lease, home purchase agreement, letter from landlord).
Required	☐ **Driver's License** or **State ID card**

Select a minimum of two from the following:

Supplemental	☐ **Bank Statement or letter** stating when account was opened.
Supplemental	☐ **Utility bill** or **Cell Phone bill** (if applicable)
Supplemental	☐ **Vehicle Registration** (if applicable)
Supplemental	☐ **Voter's Registration card** (if applicable)

FINANCIALLY DEPENDENT STUDENTS

Submit all required documents and two additional supporting documents

Financially dependent student: Your legal guardian(s) has/have lived in the state of Washington for at least one year immediately prior to the start of the quarter for which you registered for classes. You have been claimed as a dependent on the federal income tax return of one or both parents or legally appointed guardian(s) or person(s) having legal custody OR parent or legal guardian can document support in cash or in kind equal to or greater than the amount required to legally claim you as a federal tax exemption.

Required	☐ Student completes **residency application** and front of **questionnaire**; parent or legal guardian completes back of questionnaire. Only one parent needs to provide supporting documents.
Required	☐ **Parent(s) income tax return** for the previous calendar year *(first & signature pages only)*. If your parent(s) did not file an income tax return provide documentation of their financial resources (Trust fund, state or financial assistance, gifts, spouse's earnings, sale of personal or real property, financial aid, scholarships).
Required	☐ **Parent(s) domicile documentation:** proof of parent(s) presence in Washington for the past 12 months (lease, home purchase agreement, letter from landlord.)
Required	☐ **Parent(s) Driver's License** or **State ID card**

Select a minimum of two from the following:

Supplemental	☐ **Bank Statement or letter** stating when parent(s) account was opened.
Supplemental	☐ **Parent(s) Utility bill** or **Cell Phone bill** (if applicable)
Supplemental	☐ **Parent(s) Vehicle Registration** (if applicable)
Supplemental	☐ **Parent(s) Voter's Registration card** (if applicable)

Applications, questionnaires and supporting documents will be accepted *up to the 30th calendar day of the quarter.*

Please allow at least two weeks before inquiring on your application and allow six weeks for processing. All communication regarding your application will be done via the email you provide on your application.

Nondiscrimination Statement: Edmonds College does not discriminate on the basis of race; color; national origin; sex; disability; age; religion; sexual orientation; citizenship, marital, or veteran status; or genetic information in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Kathy Smith (Title IX and Section 504 Coordinator/ Investigator); Clearview Building, Room 122B; kathy.smith@edmonds.edu, 425.640.1814.